ANALYSIS OF ENG 101 COURSE

ACADEMIC YEAR 1999-2000 SEM. I FRESHMAN
[Document sent to all Freshman Group instructors by Dilek Tokay prior to the Freshman Meeting]

I. CONTENTS OF 1999-2000 SEM. I ENG.101 STUDENT BOOKLET

- BRIEF OBJECTIVES OF THE COURSE
- COURSE SYLLABUS - WEEKLY ACTIVITIES / ASSIGNMENTS FOR THREE 50-MINUTE RECITATIONS PER WEEK
- COURSE READING MATERIALS
- INTEGRATED SKILLS INVOLVED IN THE COURSE
- REFERENCE MATERIALS
- SUPPLEMENTARY ACTIVITIES LIST - TOPICS / WEB REFERENCES FOR SUPPLEMENTARY READINGS
- CORE HOMEWORK ASSIGNMENTS
- STUDENT PRESENTATIONS EVALUATIONS – CHECKLIST

II. CLASS ACTIVITIES

- CLASS DISCUSSIONS ON READINGS
  Pre-Reading : Brainstorming
  Listening comprehension - Instructor's explanations/ instructions/ guidelines/ questions
  Post-Reading : Mind-mapping
  Outlining
  Discussion/ debate
  Word search / word guessing/ analysis
  Asking/ answering comprehension questions
- MINUTE TAKING Individual students for cross check/ compare/ contrast
  [ Each student had 2 / 3 turns throughout Sem. I ]
- RECITATIONS LINK REPORT -Each recitation, one student giving a brief resume of the previous recitation
- MINI PRESENTATIONS - INDIVIDUAL OR GROUP WORK WITH PREPARATION PRIOR TO PRESENTATION & SUBMISSION OF OUTLINES/ NOTES
  [ Each student had 2 / 3 turns through out Sem. I ]
  Kind : . Speech on survey
  . Interview / roleplay
  . Round-table talk / group talk
  . Demonstration / illustration
  Length : 7-20 minutes depending on content and composition
  Subject : . Background supplementary material
  . Extension activity / follow -up to reading comprehension
  . Specific analysis of components of reading material
  Requirements: . Web search
  . Use of aids - realia/ audio-visual/ power point
OHP/ VCR/ PORT-A-PACK CAMERA were to be used; but due to lack of facilities only FDB - Room13, Room 3, tape recorder and student laptops could be used for presentations and all aid-supported class activities.

- Student checklists/high-light questions
- Presentation contents outline/notes sheet/mini student-made quiz

Evaluation/immediate feedback: Presentations checklists to be filled in by students to base evaluation on standard criteria avoiding favourism.

- **SHORT SELF-CHECK / REVIEW QUIZ**
  
  **Length:** 7-10 minutes depending on content/aim  
  **Subject:** Any relevant question related to readings  
  **Frequency:** Each or every 2/3 lessons

- **FINAL PRESENTATIONS - ALL WITH AUDIO-VISUAL AIDS / POWERPOINT**
  
  **Submission of Presentation Outline**  
  **Topic and "Thesis Statement"**  
  **Introduction frame/contents**  
  **Body/thesis/argument**  
  **Round-up/conclusion**  
  **Question - Answer interaction**

- **WHOLES-CLASS EVALUATION OF PRESENTATIONS**
  
  **Presentation skills** - Posture/body talk/voice modulation/eye contact  
  Pause-move ratio/re-cap  
  **Language skills** - Choice of words/sentence make-up  
  Pronunciation/intonation/pitch pattern  
  **Organization skills** - Introduction/body/conclusion  
  Link between major & minor points  
  **Content** - Ideas/message conveyed/analysis of subject  
  Relevance of major and minor points to the thesis statement  
  **Behavioural skills** - Readiness/assertiveness/relaxed mood  
  Sense of enjoyment/involvement

- **GENERAL EVALUATION & FEEDBACK**
  
  **Mid-term evaluation** - questionnaire to be filled in  
  **Discussions on questionnaire results**  
  **Semester - end evaluation discussions**  
  Students' needs  
  Strengths and weaknesses of syllabus  
  Students' strengths and weaknesses  
  Instructor's strengths and weaknesses  
  Suggestions for Sem. II
III. PRE-CLASS / POST-CLASS ACTIVITIES

- ANALYTICAL READING OF TEXTS
- BRAIN STORMING
- MINDMAPPING / OUTLINING
- VOCABULARY / USAGE SURVEY ON SPECIFIC READINGS
  Noun/ adjective/ verb search  
  Double negative search  
  Emphasis/ conversion / expansion/ extension markers search  
  Attention pointers/ rephrase markers for speech  
  Connotations  
  Collocations  

- ESSAY WRITING - 1ST DRAFTS / 2ND DRAFTS  
  [ 1 Core Essay on each Reading  ➔  7 - 9 Essays in Sem. I ]  
- ESSAY EDITING - Rewritten copies for each essay  
- EDITING OF RECITATION MINUTES - 1 / 2 students per recitation  
- JOURNAL WRITING - CURRENT AFFAIRS [ Assigned occasionally ]  
- WEB SEARCH FOR BACK-UP OF READING MATERIAL  
- MINI PRESENTATION PREPARATION [Individual or Group work]  
  Contents of Activity:  Web search/ power point - slide/ music/ picture check  
  Presentation outline /notes sheet  
  Checklist /comprehension/discussion questions sheet  
  Presentation cards  

- DISCUSSION - DEBATE / GROUP PREPARATION  
- REVIEW OF INSTRUCTOR'S WEEKLY RESUME SHEETS / SUPPLEMENTARY READING MATERIALS / HAND-OUTS  
- PREPARATION OF PORTFOLIO TO BE SUBMITTED AT THE END OF SEM.I  
- IC TOUR Whole-class activity working on guidelines to use the SU Information Center - [Once in mid - semester]  
- RESEARCH PAPER / FINAL PRESENTATION PREPARATION [4 WEEKS]  
  Assigned analytical reading of a book - 3 different books - 1 for each class - Primary Source  
  MLA print - outs for Secondary Source  
  Secondary Source print - outs / photocopies  
  Index cards preparation indicating source and all citations - Summaries Quotations Extract citations  

Presentation outline  
Essay outline  
1st Draft writing  
Final Essay writing - Editing / expanding 1st draft  
Works Cited sheet
• REVIEW / PRACTICE OF INTEGRATED SKILLS INVOLVED
  Reading comprehension  ➔  Reading of all course materials /research materials/ web sources
  Writing comprehension ➔  Drafts / essays/ minutes/ journals / notes
  Listening comprehension ➔  Audio materials via Internet
  Speaking ➔  Contact with instructors/ tutors/ rehearsal for presentations[ Usually talks given to assumed "supportive" or "hostile" audience in front of a mirror! ]

IV. SEMESTER -BREAK ASSIGNMENT [ OPTIONAL]
• WEB SEARCH  
  List of 15 book names/ authors distributed to the students with synopsis / editor's comments/ readers' comments to do web search and choose one for extensive reading.

  2 print-outs on each title/ author will be obtained, read and compiled in a file.

• STUDENT'S CHOICE READING  
  1 novel / play will be chosen from the list for semester- break reading.

• PREREQUISITE READING  
  1 assigned reading to ease the work of Sem. II

• SUPPLEMENTARY READING SPECIFICALLY ASSIGNED TO STUDENTS ON / NEAR BORDER -LINE
  Aim:  
  . to uplift the threshold for reading comprehension
  . enrich vocabulary
  . familiarize students with different genres of reading materials
  . familiarize students with general knowledge
    periods /settings
    events -cultures
    character types /expression
    type of language /styles of writing